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Common School JOURNAL.

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Vol. VI.	{	EDITOR, HENRY BARNARD, Supt of Common Schools,	December,
No. XII.			

EAST BERLIN LIBRARY.

THE friends of educational improvement in East Berlin School District, have done a noble work for their children and the district, and set a good example to other school districts in the State. After six years of persevering effort they have succeeded in changing the site of the school-house from a small, bleak, exposed situation, to a large, well shaded and central lot—in erecting in place, of a small, dilapidated and repulsive house, a spacious, well proportioned, convenient, healthy, and attractive edifice—in employing, instead of a succession of teachers from summer to winter, from male to female, of all degrees of disqualifications, and at a miserable pittance of wages, a thorough, gifted, and devoted teacher through the year at a salary on which a teacher can support himself and family—and to crown the whole, have procured a library of well selected books for the use of the school, and of the district generally. For these truly important results, more important to the district, and town and state, than all the revolutions which have swept over the old world in the last half century, or changes which have marked the political history of our own country in the mean time—the thanks of the present and all future gene-

rations of children in the district are due to a few enlightened, liberal and persevering men.

In the establishment of the library, it is but simple justice to mention the services of Mr. Charles F. Dowd, the excellent and successful teacher of the schools. He had long felt the necessity of a few books of reference and higher text-books than such as were in his classes, to enable him, and his pupils, to explain difficulties, solve doubts, and carry onward investigations, started in the regular recitations of the school. Stimulated and encouraged by learning from the Superintendent of Common Schools, what had been done in this department in the towns and districts of Rhode Island, he enlarged his views so as to embrace a library for general circulation among the young and old in the district. He accordingly began to talk the subject up, as he visited the parents of his pupils; and in due time called a meeting of the district to take the matter into consideration. The district voted their approbation of the object, but appropriated no funds in aid. Not discouraged, Mr. Dowd commenced a course of evening lessons to the young men of the district in Practical Mathematics, by which he realized \$27, which he generously set apart for the establishment of the library. In this juncture, the ladies of the district came to his aid and got up a "Fair," by which the sum of \$95 was raised. A subscription paper was then circulated, on which some member of nearly every family in the district entered a larger or smaller sum, and the aggregate amount of \$127, was thus added.

With this sum (\$249) at his disposal, and with the consent of the subscribers, Mr. Dowd proceeded to select a library for the district. In this work he was aided by the Superintendent of Common Schools, who collected in his office from various publishers books to more than twice the sum to be expended—thus affording an opportunity to examine the books, before their selection was decided on. On the 9th of August, a library of six hundred and twenty volumes was presented to the district in the name of the subscribers, on which occasion Mr. Dowd delivered an address—on the subject of education and the bearings of the library on the school, and especially on the work of self-education begun in the schools. The district has provided cases to receive the books, and adopted a set of By-Laws and Regulations for the use and preservation of the library.

**BY-LAWS AND REGULATIONS OF THE EAST BERLIN SCHOOL
LIBRARY.**

PREAMBLE.

A Library having been procured by individual effort and presented to the East Berlin School District, we the legal voters of said District, in a special meeting legally warned and duly organized, do agree to abide by the following By-laws and Regulations for the preservation and support of said Library.

BY-LAWS.

ART. 1. The Library shall be called the East Berlin School District Library.

ART. 2. The officers shall consist of a Librarian, who shall be Treasurer, and two Assistant Librarians, to be denominated first and second, and four Directors, who together with the Librarian shall constitute a Board of Directors.

ART. 3. The officers shall be chosen at each annual district meeting, according to the provision made by law for the appointment of other annual district officers.

ART. 4. The Librarian and Treasurer shall take charge of the library and its finances. He shall issue books, keep accounts, collect fines, and receive and pay out moneys under such regulations as the district may adopt, and at each annual district meeting, present a detailed report of the condition of the library and its finances.

ART. 5. It shall be the duty of the Board of Directors to order the purchase of books, to transact, manage and regulate all affairs of the library not otherwise provided for by the district, and to fill any vacant office that may occur during the current year; and any officer thus chosen shall continue in office until the next annual district meeting.

REGULATIONS.

1. The Library shall be deposited in the East Berlin school-house.
2. The Librarian shall prepare and keep a catalogue of all the books in the library, arranged both according to their authors and their subjects, which shall be open at all reasonable times to the inspection of any member of the district.
3. Each volume shall be kept labeled with the name of the library upon the inside of the front cover, also with its number on the top of the back.
4. The Librarian shall keep the books arranged upon the shelves according to their numbers, and during the time of drawing no person shall be allowed to take books from the cases, except the Librarian and his Assistants.
5. The Library shall be opened by the Librarian for receiving and issuing books on Monday evening of each week, at such an hour and for such length of time as the Board of Directors may fix.

6. The Library shall be opened by the Assistant Librarian, at such times in the day and on such days in the week as the Board of Directors may assign; at which times books shall be received on real date, but issued on date of Monday of the same week.

7. Whenever it shall be deemed impracticable by the Board of Directors to open the library on Monday evening, they shall have power to appoint some other evening in the same week: provided notice of the same be given in the school, when in session, and when not in session such other notice as the Board of Directors may order; at which meeting books shall be received and issued on date of Monday evening.

8. Every person belonging to the district shall be entitled to the privileges of the library.

9. Any person not a member of the district but residing within one mile of the school-house and within the town of Berlin, who has or who may hereafter contribute one dollar to the library fund, may be entitled to the same privileges of the library as a member of the district, except that no school-books belonging to the library shall be used in any school out of the district.

10. The books shall be drawn on prepayment of one cent per week for each volume; or by prepayment of twenty cents any person shall be entitled to the use of the library for thirteen weeks.

11. Books may be drawn for one, two or three weeks, but never for a greater length of time; a single renewal, however, may be allowed.

12. No book shall be drawn from the library until it has been charged to the drawer, dated at the expiration of the time for which the loan money has been paid.

13. Should any book be retained beyond the time for which it was loaned, the individual to whom it stands charged shall pay one cent per day until it shall be returned.

14. Any person carrying a book from the library before it has been charged, shall pay a fine of twenty-five cents, and one cent per day until it shall be returned.

15. If any book shall be lost or damaged over and above its reasonable wear, the person to whom it stands charged shall make good the loss or damage, as the Board of Directors may decide.

16. Every person not clear from fines and damages shall forfeit the privileges of the library until the same are paid.

17. The Board of Directors may, from time to time, specify certain books which, on account of their especial value as books of reference, or as text-books for the school, may not be taken from the school-house, except by their especial order.

18. Not more than two volumes can stand charged to one person at one time.

19. The foregoing By-laws and Regulations may be altered and amended at any annual district meeting, by a majority of those present.

CATALOGUE

OF

BOOKS IN EAST BERLIN LIBRARY,

ARRANGED ACCORDING TO TITLE.

A.

	Library No.
Abyssinia and Nubia, History of.....	Russel146
Adventures of a Family on a Desert Island, 2 vols.....	441,442
Affghanistan, Persia, &c., History of.....	Frazer183
Africa, Adventures in.....	Wilson and Murray.....126
“ Travels in.....	Parke and others.....466
“ “ “ 2 vols.....	Lander601,602
Agriculture and Gardening.....	Armstrong.....670
“ Chemistry applied to.....	Chaptal.....94
Alexander the Great.....	Abbott.....271
“ “ Life of.....	Williams.....481
Alfred the Great.....	Abbott.....269
Alhambra.....	Irving.....509
America, Abridged History of.....	Robertson.....100
“ and Asia, Humboldt's Travels in.....	Macgillivray.....603
“ Progress of Discovery in.....	Tytler.....107
American Adventures, 2 vols.....	614,615
“ Biography, 1st Series, 10 vols.....	Sparks' Ed.....224-233
John Stark.....	Everett.....224
Charles Brockden Brown.....	Prescott.....224
Richard Montgomery.....	Armstrong.....224
Ethan Allen.....	Sparks.....224
Alexander Wilson.....	Peabody.....225
Capt. John Smith.....	Hilliard.....225
Benedict Arnold.....	Sparks.....226
Anthony Wayne.....	Armstrong.....227
Sir Henry Vane.....	Upham.....227
John Elliot.....	Francis.....228
William Pinkney.....	Wheaton.....229
William Ellery.....	Channing.....229
Cotton Mather.....	Peabody.....229
Sir William Phips.....	Bowen.....230
Israel Putnam.....	Peabody.....230
Lucretia Maria Davidson.....	Sedgwick.....230
David Rittenhouse.....	Renwick.....230
Jonathan Edwards.....	Miller.....231
David Brainerd.....	Peabody.....231
Baron Steuben.....	Bowen.....232
Sebastian Cabot.....	Hayward.....232
William Eaton.....	Felton.....232
Robert Fulton.....	Renwick.....233
Joseph Warren.....	Everett.....233
Henry Hudson.....	Cleveland.....233
Father Marquette.....	Sparks.....233
American Biography, 2d Series, 15 vols.....	Sparks.....301-315
Robert C. de la Salle.....	Sparks.....301
Patrick Henry.....	Everett.....301
James Otis.....	Bowen.....302
James Oglethorpe.....	Peabody.....302
John Sullivan.....	Peabody.....303

American Biography, 2d Series.....Continued.

Jacob Leisler	Hoffman	303
Nathaniel Bacon	Ware	303
John Mason	Ellis	303
Roger Williams	Gammell	304
Timothy Dwight	Sprague	304
Count Pulaski	Sparks	304
Count Rumford	Renwick	305
Zebulon Montgomery Pike	Whiting	305
Samuel Gorton	Mackie	305
Extra Sills	Kingsley	306
John Fitch	Whittlesey	306
Anne Hutchinson	Ellis	306
John Ribault	Sparks	307
Sebastian Rale	Francis	307
William Palfrey	J. G. Palfrey	307
Charles Lee	Sparks	308
Joseph Reed	H. Reed	308
Leonard Calvert	Burnap	309
Samuel Ward	Gammell	309
Thomas Posey	Hall	309
Nathaniel Greene	G. W. Greene	310
Stephen Decatur	Mackenzie	311
Edward Preble	Sabine	312
William Penn	Ellis	312
Daniel Boone	Peck	313
Benjamin Lincoln	Bowen	313
John Ledyard	Sparks	314
William B. Davis	Hubbard	315
Samuel Kirkland	Lothrop	315

American Biography, 3 vols.Belknap.....621-623

Vol. I.	621
Biron, Madoc, Zeno,	Christopher Columbus, James Cartier, Ferdinando de Soto, Rumphrey Gilbert, Walter Raleigh, Richard Grenville.

Vol. II.	622
John de Fuca, De Monts, Poutrincourt, Champlain, Ferdinando Gorges, John Mason, The Virginia Colony, Sir T. Smith,	Lord Delaware, Sir T. Gates, Sir G. Somers, Capt. C. Newport, Sir T. Dale, Sir F. Wainman, Sir S. Argal, Sir G. Yeardley, Sir F. Wyatt, B. Gosnold, M. Pring, B. Gilbert, G. Weymouth, John Robinson, John Carver.

Vol. III.	623
W. Bradford, W. Brewster, R. Cushman, E. Winslow,	M. Standish, J. Winthrop, J. Winthrop, Jr., G. Calvert, C. Calvert, L. Calvert, William Penn.

American Farmer in England	Olmsted	363
" Forest	Inman	368
" Husbandry, 2 vols.	Gaylord and Tucker	652, 653
" Poets, Selections from	Bryant	358
" School Reader	Russell	554
Analogy of Religion	Butler	382
Anatomy, Physiology and Hygiene	Cutter	561
Ancient Atlas	Findland	587
Ancient Philosophers—Lives of	Fenelon	144

Thales,	Pythagoras,	Aristotle,
Solon,	Heraclites,	Xenocrates,
Pittacus,	Anaxagoras,	Diogenes,
Bias,	Democritus,	Crates,
Pertander,	Empedocles,	Pyrrho,
Chilo,	Socrates,	Bion,
Cleobulus,	Plato,	Epicurus,
Epimenides,	Antisthenes,	Zeno.
Anacharsis,	Aristippus,	

	Library No.
Animal Mechanism and Physiology.....	Griscom.....682
Antiquities, Classical.....	Salkeld.....145
Ararat, Mount—Journey to.....	Parrott.....252
Arithmetic, Higher.....	Thompson.....553
Assyria and Mesopotamia, History of.....	Frazer.....143
Astoria.....	Irving.....512
Astronomy, Practical.....	Dick.....209

B.

Bacon's Essays.....	386
Barbary States, History of.....	Russel.....149
Barnard on Normal Schools.....	548
" Schools of Rhode Island.....	548
" " Connecticut.....	548
Beauties, Harmonies and Sublimities of Nature.....	Bucke.....366
" of English History.....	Frost.....192
" French.....	Frost.....193
Benton, Elizabeth.....	Alden.....407
Biblical Legends of the Mussulmans.....	Weil.....485
Biography, American.....	See American Biography.
Biography of Distinguished Females.....	429

Semiramis,
Cleopatra,
Zenobia,
Isabella of Castile,
Lady Jane Grey,

Queen Elizabeth,
Queen Mary,
Queen Christina,
Lady Rachel Russell,
Elizabeth Smith,

Lucretia Maria Davidson,
Mrs. Isabella Graham,
Mrs. Judson.

Biography, Indian, 2 vols.....	Thatcher.....471,472
Birds, Natural History of.....	Rennie.....92
Body to Mind, Use of.....	Moore.....221
Bonaparte, Court and Camp of.....	651
Bonaparte, Napoleon, History of, 2 vols.....	Lockhart.....434,435
Bonaparte, Napoleon, and his Marshals.....	Headley.....351
Bonneville's Adventures.....	Irving.....504
Border Wars of American Revolution, 2 vols.....	Stone.....150,151
Borneo, Expedition to.....	Keppell.....251
Botany, Class Book of.....	Wood.....38
British America, 2 vols.....	Murray.....152,153
" Poets, 100 Selections from, 2 vols.....	Halleck.....632,633
Bracebridge Hall.....	Irving.....500
Bruce, Life of.....	Head.....461
Burns' Poems complete.....	Currie.....325

C.

Cesar, Julius.....	Abbott.....274
Canning, Right Hon. George, Life of.....	Bell.....248
Caribbean Sea, Discovery of.....	Taylor.....606
Cavendish, Voyages and Life of.....	462
Charlemagne and France.....	James.....191
Charles the First.....	Abbott.....254
Charles the Second.....	Abbott.....255
Charles V.....	Robertson.....101
Chemistry applied to Agriculture.....	Chaptal.....94
Chemistry, Familiar Illustrations of.....	Renwick.....393
Child's Book on the Soul.....	Gallaudet.....54
China and the Chinese, History of, 2 vols.....	Davis.....130,131
Chivalry and the Crusades.....	James.....187
Christianity, Evidences of.....	Paley.....374
Circumnavigation of the Globe.....	625
Class Book of Natural Theology.....	Gallaudet.....54
Classical Antiquities.....	Salkeld.....154

Chambers' Miscellany of Useful Knowledge, 10 vols.....288-297

The MISCELLANY is a most entertaining and instructive series of works. Its choice selections, embracing over *two hundred* subjects and characters in History, Biography, Science, Natural History, Physiology, Voyages, Travels, Thrilling Narratives, and Elegant Fiction, are made with taste and judgment, and with the highest philanthropic purpose.

CONTENTS.

BIOGRAPHY.—Louis Philippe. Jean Baptiste Colbert. William Tell. Grace Darling. Volney Beckner. James Maxwell. Walter Ruysdael. Horatio Nelson. Robert Bruce. Captain James Cook. William Wallace. Flora Macdonald. Sir Stamford Raffles. The Sister of Rembrandt. Toussaint L'Overture. George Washington. Intelligent Negroes.—Thomas Jenkins; Phillis Wheatley; Lott Carey; Paul Cuffee; Ignatius Sancho; Zhinga; Placido, the Cuban Post. William Hutton. Prince Lee Boo. Baron Treack. Henry IV. Catharine of Russia. John F. Oberlin. Silvio Pellico. Madam Roland and the Girondins. Christopher Columbus. Peter the Great. John Howard. James Lackington; Thomas Holcroft; William Gifford; Noah Worcester; John Pounds. The Ettrick Shepherd. William Penn. John L. Burkhart. James Watt. Alexander Selkirk. Sir Walter Scott. Sir William Jones. John Leyden. Alexander Murray. Alexander Wilson. Count Rumford. Eminent Astronomers.—Copernicus; Tycho Brahe; Galileo; Kepler; Newton; Huygens; Halley; Ferguson; Sir William Herschel.

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Vol. I.....288
 Life of Louis Philippe,
 A Tale of Norfolk Island,
 Story of Colbert, William Tell and Switzerland,
 The Two Beggar Boys, A Tale,
 The Widow's Son, By Mrs. Stone,

Vol. I. (Continued.).....	288
Happy Family of Animals, The Employer and Employed, Time Enough. a Tale by Mrs. S. C. Hall, My Native Bay, Manual for Infant Management, Piccola or the Prison Flower, Life in the Bush, By a Lady, La Rochejaquelein and the war in La Vendee, Journal of a Poor Vicar, Blanche Raymond, a Parisian Story, The Romance of Geology,	Poems illustrative of the Domestic Affections, Life of Grace Darling, Volney Beckner, James Maxwell, Story of Maurice and Genevieve, Religious Impostors, Anecdotes of Dogs, History of the Slave Trade, Story of Walter Ruysdael, Chevy Chase, Beggar's Daughter of Bethnal Green.
Vol. II.....	289
Life of Lord Nelson, The Temperance Movement, Story of Peter Williamson, Joan of Arc, Maid of Orleans, Annals of the Poor, Slavery in America, A Visit to Vesuvius, Pompeii and Herculaneum, Story of Baptist Sully the Boy Musician, Poems illustrative of Kindness to Animals, William Wallace and Robert Bruce,	Cases of Circumstantial Evidence, Story of Richard Falconer, Byron's Narrative of the loss of the Wager, The Goldmaker's village, The last Earl of Derwentwater, The Heroine of Siberia, Domestic Flower Culture, Insurrection in Lyons, The Hermit of Warkworth and other Ballads.
Vol. III.....	290
Life of Capt. James Cook, Anecdotes of the Horse, William of Orange, and the Netherlands, Passion and Principle, Life Assurance, Excursion to the Oregon, Scenes from the Cottagers of Glenburnie, The little Captive King, Children of the Wilds, Select Poems on Love for Flowers,	Life of Flora Macdonald, Cleanliness, Bathing, Ventilation, Anecdotes of the Deaf, Dumb and Blind, Sir Stamford Raffles and the Spice Islands, The Sister of Rembrandt, Anecdotes of the Cat, Its only a Drop, An Irish Tale, Republic of Hayti, Curiosities of Vegetation, The Ancient Mariner.
Vol. IV.....	291
Life of Washington, Anecdotes of Elephants, The Story of Lavalette, Intelligent Negroes, A Visit to Madeira and Teneriffe, The Life of a Sailor Boy, Hindoo Superstition, The Story of Valentine Duval, The History of Will and Jean, A Ballad,	Life of William Hutton, Spectral Illusion, Prince Lee Boo, The Tintoretto, A Tale, History of Poland, Kosciuszko, The Scottish Adventurers, A Visit to the Land, Story of Baron Trenck, The Heir of Linne and other Ballads.
Vol. V.....	292
Life of Henry IV. King of France, A Story of the Factories, Anecdotes of Serpents, Adventures of Robert Drury, Natural Magic, Scottish Traditional Stories, Story of Catherine of Russia, Wood Engraving, Its History, Poems by George Crabbe,	Life of Oberlin, Anecdotes of Ants, Story of Silvio Pellico, Traditional Stories of Launddale, Madam Roland and the Girondins, Shipwreck of the Medusa, Voluntary Distortions, Tight Lacing, &c. The Sculptor of the Black Forest, Select Poems of Sir Walter Scott.
Vol. VI.....	293
Life of Christopher Columbus, Narrative of the Russia Campaign, Love is Power, The Story of Alexander Audrayne, Anecdotes of Spiders, The Village Mayor, By Zchokke, The Story of Fritz Korner, The Bird Catcher and his Canary, An Account of the Borders, Select Poems of William Cowper,	Life of Peter the Great, The Story of De La Tuile, The Moors of Spain, The Montyon Prizes, Curiosities of Art, 1. Architecture, The Persecutions in Scotland, The Three Ways of Living, Living within the Means, Living up to the Means, Living beyond the Means, The Child of Elle and other Ballads.
Vol. VII.....	294
Life of John Howard, Curiosities of Art, 2. Mechanics, Manufactures, The Camisards, Anecdotes of Shoemakers,	Story of a French Prisoner of War in England, Rob Roy and the Clan Macgregor, There is no Hurry, A Tale of Life Assurance, By Mrs. S. C. Hall,

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CONTENTS.

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NARRATIVES.—Tale of the Norfolk Islands. La Rochejaquelein, and the War in La Vendee. Peter Williamson. Joan of Arc. Annals of the Poor. Slavery in America. Vesuvius, Pompeii and Herculaneum. Baptiste Lull. Cases of Circumstantial Evidence. Heroine of Siberia. Insurrections in Lyons. Excursion to the Oregon. The Little Captive King. Children of the Wilds. Story of Lavelette. Madeira and Tenerife. The Scottish Adventurers. A Visit to Shetland. Adventures of Robert Drury. The Sculptor of the Black Forest. The Russian Campaign. The Stranger's Visit to Edinburgh. African Discoveries. Poor Joe the Kidnapped Boy. The Deserters. Life of a Negro Slave. Story of Jaquard. The Overland Journey to India. Four months in Cape Colony. The Guerilla, a Story of the Peninsula War.

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POETRY.—My Native Bay, by R. Chambers. The Domestic Affections. The Cotter's Saturday Night. The Chery Chase. The Beggar's Daughter. Kindness to Animals. The Hermit of Warkworth. Ballads. The Love of Flowers. The Ancient Mariner. History of Will and Jean. Heir of Linne. Ballads. Crabbe's Poems. Scott's Poems. Cowper's Poems. The Child of Elie. Ballads. Selections from American Poets. Selections from Shakspeare. Selections from French and German Poets. Poems on Insects. The Elizabethan Poets. Poems on Birds. Selections from Byron. Songs of Home and Father Land.

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MISCELLANEOUS SUBJECTS.—Religious Impostors. Hindoo Superstitions. Spectral Illusions. Speculative Manias. The Montyon Prizes. The Employer and Employed. Stories of Aims and Ends. Anecdotes of the Deaf, Dumb and Blind. Anecdotes of Shoemakers. Anecdotes of the Early Painters. Female Industry and Intrepidity. Woman's Trials in Humble Life. Present to Apprentices. Hints to Workmen. Manual for Infant Management. Cleanliness, Bathing, and Ventilation. Voluntary Distortions. Schools of Industry. Fireside Education. Friendly Hints to the Young. English and Scotch Proverbs.

Vol. I.....288

Life of Louis Philippe,
A Tale of Norfolk Island,
Story of Colbert,

William Tell and Switzerland,
The Two Beggar Boys, A Tale,
The Widow's Son, By Mrs. Stone,

Vol. I. (Continued,).....	258
Happy Family of Animals, The Employer and Employed, Time Enough. a Tale by Mrs. S. C. Hall, My Native Bay, Manual for Infant Management, Picciola or the Prison Flower, Life in the Bush, By a Lady, La Rochejaquelein and the war in La Vendee, Journal of a Poor Vicar, Blanche Raymond, a Parisian Story, The Romance of Geology,	Poems illustrative of the Domestic Affections, Life of Grace Darling, Volney Beckner, James Maxwell, Story of Maurice and Genevieve, Religious Impostors, Anecdotes of Dogs, History of the Slave Trade, Story of Walter Ruysdael, Chevy Chase, Beggar's Daughter of Bethnal Green.
Vol. II.....	289
Life of Lord Nelson, The Temperance Movement, Story of Peter Williamson, Joan of Arc, Maid of Orleans, Annals of the Poor, Slavery in America, A Visit to Vesuvius, Pompeii and Herculaneum, Story of Baptist Sullit the Boy Musician, Poems illustrative of Kindness to Animals, William Wallace and Robert Bruce,	Cases of Circumstantial Evidence, Story of Richard Falconer, Byron's Narrative of the loss of the Wager, The Goldmaker's village, The last Earl of Derwentwater, The Heroine of Siberia, Domestic Flower Culture, Insurrection in Lyons, The Hermit of Warkworth and other Ballads.
Vol. III.....	290
Life of Capt. James Cook, Anecdotes of the Horse, William of Orange, and the Netherlands, Passion and Principle, Life Assurance, Excursion to the Oregon, Scenes from the Cottagers of Glenburnale, The little Captive King, Children of the Wilds, Select Poems on Love for Flowers,	Life of Flora Macdonald, Cleanliness, Bathing, Ventilation, Anecdotes of the Deaf, Dumb and Blind, Sir Stamford Raffles and the Spice Islands, The Sister of Rembrandt, Anecdotes of the Cat, Its only a Drop, An Irish Tale, Republic of Hayti, Curiosities of Vegetation, The Ancient Mariner.
Vol. IV.....	291
Life of Washington, Anecdotes of Elephants, The Story of Lavalette, Intelligent Negroes, A Visit to Madeira and Teneriffe, The Life of a Sailor Boy, Hindoo Superstition, The Story of Valentine Duval, The History of Will and Jean, A Ballad,	Life of William Hutton, Spectral Illusion, Prince Lee Boo, The Tintoretto, A Tale, History of Poland, Kosciusko, The Scottish Adventurers, A Visit to Shetland, Story of Baron Trenck, The Heir of Linne and other Ballads.
Vol. V.....	292
Life of Henry IV. King of France, A Story of the Factories, Anecdotes of Serpents, Adventures of Robert Drury, Natural Magic, Scottish Traditionary Stories, Story of Catherine of Russia, Wood Engraving, Its History, Poems by George Crabbe,	Life of Oberlin, Anecdotes of Ants, Story of Silvio Pellico, Traditionary Stories of Launddale, Madam Roland and the Girondins, Shipwreck of the Medusa, Voluntary Distortions, Tight Lacing, &c. The Sculptor of the Black Forest, Select Poems of Sir Walter Scott.
Vol. VI.....	293
Life of Christopher Columbus, Narrative of the Russia Campaign, Love is Power, The Story of Alexander Audrayne, Anecdotes of Spiders, The Village Mayor, By Zehokke, The Story of Fritz Korner, The Bird Catcher and his Canary, An Account of the Borders, Select Poems of William Cowper,	Life of Peter the Great, The Story of De La Tude, The Moors of Spain, The Montyon Prizes, Curiosities of Art, 1. Architecture, The Persecutions in Scotland, The Three Ways of Living, Living within the Means, Living up to the Means, Living beyond the Means, The Child of Elle and other Ballads.
Vol. VII.....	294
Life of John Howard, Curiosities of Art, 2. Mechanics, Manufactures, The Camisards, Anecdotes of Shoemakers,	Story of a French Prisoner of War in England, Rob Roy and the Clan Macgregor, There is no Hurry, A Tale of Life Assurance, By Mrs. S. C. Hall,

Vol. VII. Continued	294
Selections of American Poets, (Mrs. Osgood, Miss Gould, Bryant, Dana, Percival, Mrs. Sigourney, Willis, Peabody, Dawes, Woodworth, Miss Davidson, Longfellow, Mrs. Hall, McLellan, Mrs. Hewett Sprague, Palmer, Doane, &c., Gustavus Adolphus, and the Thirty Years' War, Abby's year in Lowell, A Tale of Self Denial,	The Stranger's visit to Edinburgh, Narrative of the Mutiny of the Bounty, The Ettrick Shepherd, History of the Plague in London, Schools of Industry, Quintin Matsys, the Blacksmith of Antwerp, Selections from Shakespeare.
Vol. VIII.....	295
Life of William Penn, Do you think I'd Inform, The Schoolmaster's Dream, Treasures of the Earth, I Mineral, The Man with the Iron Mask, The Norman Conquest, Life and Travels of Burkhardt, The Christmas Holiday. Be just before you're Generous,	Selections from French and German Poetry, Life of James Watt, Pictures of War, Stories of Aims and Ends, Account of the Gipsies, Life of Alexander Selkirk, Account of the Highlands, African Discovery, Select Poems of Insects.
Vol. IX.....	296
Life of Sir Walter Scott, Poor Joe, The Kidnapped Boy, The Conquest of Mexico, The Deserters, A Present to Apprentices, Life of a Negro Slave, Wonders of the Microscope, Selections from the Elizabethan Poets, Life of Sir William Jones, Life of Dr. John Leyden, Life of Dr. Alexander Murray,	Life of Alexander Wilson, History of the Jews in England, Anecdotes of the Early Painters, Treasures of the Earth, II. Metallic, The Magic Flute, A German Tale, Why the Sea is Salt, or the adventures of Silly Nicholas, The British Conquest of India, Story of Jacquard, Fireside Education, Select Poems on Birds.
Vol. X.....	297
Life of Count Rumford, The Crusades, Woman's Trials in Humble Life, A Tale of the Early American Settlements, Overland Journey to India, Moral Tales from the French, History of the Bastille, Pearls and Pearl Fisheries, Selections from Byron, Eminent Astronomers, (Copernicus, Tycho Brahe,	Galileo, Kepler, Newton, Huygens, Halley, Ferguson, Sir William Herschel,) Hints to Workmen, The Guerilla, A Story of the Peninsular War, Speculative Manias, Four Months in Cape Colony, A Selection of English and Scotch Proverbs, Wonders of the Telescope, Jim Cronin, An Irish Tale, Songs of Home and Fatherland.
Chambers' Papers for the People, 12 vols.....	345-350
Vol. I.....	345
The Bonaparte Family, The Sepulchers of Etruria, Valerie Duclos, Some Leaves from the Journal of a French Physician, Education of the Citizen,	The Myth, The Sunken Rock, A Tale of the Mediterranean, Popular Cultivation of Music, Ebenezer Elliott.
Vol. II.....	345
The Sanitary Movement, Washington and his Contemporaries, Edmund Artherton, A Tale of Circumstantial Evidence, Memorabilia of the Seventeenth Century in Britain,	Ruined Cities of Central America, The Ivory Mine, A Tale of the Frozen Sea, Secret Societies of Modern Europe, Francis Jeffrey.
Vol. III.....	346
Arctic Explorations, Social Eutopias, The Speculator, A Tale of Mammon Worship, Carthage and the Carthaginians,	Recent Discoveries in Astronomy, The White Swallow, an Indian Tale, Mechanics' Institutions, Thomas Campbell.
Vol. IV.....	346
The Bourbon Family, California, The Black Pocket-Book, A Tale, Feneion,	Every Day Life of the Greeks, Lady Marjory St. Inst. An Autobiography, Science of the Sunbeam, Sir Robert Peel,

	Library No.
Vol. V.....	347
Secret Societies of the Middle Ages, Rajah Brooke and Borneo. The last of the Ruthvens, The Education Movement,	Antarctic Explorations, The Queen of Spades, Antonio Melidori, Jewish Life in Central Europe, William Wordsworth.
Vol. VI.....	347
The Microscope and its Marvels, Pre Columbian Discovery of America, Hermann, A Tale, Public Libraries,	Australia and Van Diemen's Land, The Lone Star, A Tale, Religion of the Greeks, Heyne, A Biography.
Vol. VII.....	348
Water Supply of Towns, Ancient Scandinavia, The Lost Letter, The Somnambule, Life in an Indianan,	The Law of Storms, Santillian's Choice, A Tale, The Isthmus of Panama, Daniel De Foe.
Vol. VIII.....	348
Ocean Routes, Cromwell and his Contemporaries, Life at Graefenberg, " " (Concluded,)	The Black Gondola, A Venetian Tale, Ancient Philosophic Sects, The Wonders of Human Folly, Lady Mary Wortley Montague.
Vol. IX.....	349
Recent Decorative Art, Alchemy and the Alchemists, The Lost Laird, A Tale of '45, German Poets and Poetry,	The Deserts of Africa, Sigismund Temple, A Tale, Electric Communications, Fichte, A Biography.
Vol. X.....	349
Ancient Rites and Mysteries, Siberia and the Russian Penal Settlements, Harriette, or the Rash Reply, A Tale, Childhood of Experimental Philosophy,	Confucius, The Temptation, A Tale, Siam and the Siamese, Thomas Moore.
Vol. XI.....	350
The Isthmus of Suez, Animal Instincts and Intelligence, Realized Wishes, A Tale, Troubadours and Trouveres,	New Zealand, Tower of Fontenay, Industrial Investments and Associations, Lord Brougham.
Vol. XII.....	350
Railway Communications, The Incas of Peru, Marfeda or the Icelanders, What is Philosophy ?	European Intercourse with Japan, The Half-caste, A Tale, The Progress of America, The Duke of Wellington.
Cleopatra, Life of.....	Abbott.....262
Columbus, Life and Voyages of.....	Irving.....503
Common Schools of Massachusetts.....	Mann.....547
Common Schools of New York.....	Young.....571
Conduct of the Understanding.....	Locke.....386
Connecticut Common School Journal, 4 vols.....	Barnard.....581-594
" History of.....	Dwight.....123
" Private Laws of, 2 vols.....	568,569
" Public Statutes of.....	570
" State Register, 1852.....	46
Connection of the Physical Sciences.....	Somerville.....489
Conquest and Self-Conquest.....	McIntosh.....410
Conquest of Grenada.....	Irving.....508
Constitution of Man.....	Combe.....654
Constitution of the United States, with the Declara- tion of Independence, &c.....	Hickey.....355
Constitutional Jurisprudence.....	Duer.....465
Cook's Voyages.....	Kippis.....605
Counsels to the Young.....	Nott.....667
Court and Camp of Bonaparte.....	653

	Library No.
Cousins	McIntosh.....635
Crayon Miscellany.....	Irving.....409
Criminal Trials, Remarkable, in Germany.....	Feurbach.....575
Cromwell, Oliver, Life of, 2 vols.....	Russel.....194,195
Crusades and Chivalry, History of.....	James.....187
Customs of the Japanese.....	Siebold.....134
Cyropedia.....	Cooper.....394
Cyrus the Great.....	Abbott.....214

D.

Dampier, Voyages and Life of.....	462
Darius the Great.....	Abbott.....272
Deer Slayer.....	Cooper.....510
Demonology and Witchcraft, Letters on.....	Scott.....671
Demosthenes' Orations, Translated, 2 vols.....	Leland.....389,390
Discoveries in the Polar Seas and Regions.....	Leslie.....610
Distinguished Men of Modern Times, 2 vols.....	Michelet.....432,433
Distinguished Painters and Sculptors, 3 vols.....	Cunningham.....465,470
Disordered Mental Action.....	Upham.....402
Domestic Economy.....	Beecher.....353
Don Quixote.....	Cervantes.....546
Drake, Voyages and Life of.....	462

E.

Earth, Physical Condition of.....	Higgins.....369
Economy, Domestic.....	Bucher.....353
Economy of Health.....	Johnson.....687
Education.....	Schmitz.....642
Education, Lectures on.....	Mann.....361
Education, Popular Lectures on.....	Combe.....40
Elements of Modern History.....	Michelet.....108
Elephant, Natural History of.....	Rennie.....90
Elizabeth, Queen.....	Abbott.....267
Eloquence, Principles of.....	Maury.....631
Empress Josephine.....	Abbott.....264
Empress Josephine, Life of.....	Memes.....650
Encyclopedia Americana, 14 vols.....	Leiber, ed. hy.....522-535
Encyclopedia of Science and Art.....	Brande's.....562
England, History of, 5 vols.....	Keightley.....
English History, Beauties of.....	Frost.....192
Essays.....	Bacon and Locke.....386
Evidences of Christianity.....	Paley.....374
Expedition to Siberia and the Polar Sea.....	Wrangell.....609
Expeditions to the head waters of the Missouri, 2 vols.....	Lewis and Clarke.....664,5
Expedition to Borneo.....	Keppell.....251
Expedition to the Sources of the Niger, 2 vols.....	Lander.....601,602
Exploring Tour beyond the Rocky Mountains.....	Parker.....39
Exploring Expedition to the Rocky Mountains.....	Fremont.....555

F

Facts and Fancies.....	Sedgwick.....44
Fairy Book, Illustrated.....	Adams.....343
Familiar Illustrations of Chemistry.....	Renwick.....393
Familiar Illustrations of Mechanics.....	Mosely and Renwick.....672
Familiar Illustrations of Natural Philosophy.....	Renwick.....392
Family Instructor, A Manual of the Relative Duties.....	627
Farmer, American, in England.....	Olmsted.....363
Farmer's Instructor, 2 vols.....	Buel.....683,684
Faroe Islands, Greenland and Iceland, History of.....	135
Female Sovereigns, 2 vols.....	Jameson.....430,431

Library No.

Vol. I.....	430
Semiramis, Cleopatra, Zenobia, Joanna I. and II. of Naples,	Isabella of Castile, Mary Queen of Scots, Elizabeth Queen of England.
Female Sovereigns, 2 vols.....	Jameson430,431
Vol. II.....	431
Christina of Sweden, Queen Anne of England,	Maria Theresa Empress of Germany, Catharine II. of Russia.
Festivals, Games, &c., of all Countries and Times.....	Smith.....644
Fine Arts, History of.....	Lossing88
Field Book of the Revolution.....	Lossing567
Flowers of Fable.....	Follen.....491
Forests, American.....	Inman.....368
France, History of, 3 vols.....	Crowe.....202-204
France, Introductory view of, and History of Charlemagne.....	} James.....191
Franklin, Benjamin, Memoirs and Works of, 2 vols.....	451,452
French History, Beauties of,.....	Frost194
Fruit and Fruit Trees of America.....	Downing.....333

G.

Games, Festivals, &c., of all Countries and Times.....	Smith.....644
Gardening and Agriculture.....	Armstrong.....670
Gazetteer, Universal Pronouncing.....	Baldwin.....354
" of United States.....	Hayward.....750
Geology and Mineralogy.....	Lee673
Goldsmith, Oliver, Life and Writings of, 2 vols.....	Irving.....445,6
" " " " Revised.....	505
Greece, History of.....	Goldsmith.....181
Grecian Antiquities, and Roman.....	Salkeld.....145
Greenland, Colonies Lost, History of.....	Hawks.....475
" Jeeland and the Faroe Islands, History of.....	135
Grenada, Conquest of.....	Irving.....508
Guide to the study of Nature.....	Mudie367

H.

Half Hours with the best Authors, 4 vols., a choice Selection of English Literature.....	} Knight.....281-284
Hand Book for Readers.....	Potter.....643
Harpers' New Monthly Magazine.....	700-730
Hand Book of Needle Work.....	Lambert.....328
Hannibal.....	Abbott.....261
Health, Economy of.....	Johnson.....657
History of America, Abridged.....	Robertson.....100
" the Barbary States.....	Russel.....149
" Charlemagne and Introductory view of France.....	} James.....191
" China and the Chinese, 2 vols.....	Davis.....130,131
" Chivalry and the Crusades.....	James.....187
" Connecticut.....	Dwight.....123
" England, 5 vols.....	Keightley.....170-174
" Fine Arts.....	Lossing.....88
" France, 3 vols.....	Crowe.....202-204
" Greece.....	Goldsmith.....181
" Greenland, Islands.....	135
" Hartford Convention.....	572
" Iceland.....	135

	Library No.
History of Intellectual Philosophy, 2 vols.....	Henry.....56,87
" Italy and the Italian Islands, 3 vols.....	Spalding.....127-129
" Italian Republic.....	Sismondi.....201
" Japan and the Japanese.....	Siebold.....134
" Lost Colonies of Greenland.....	Hawks.....475
" Louisiana.....	Buuner.....112
" Massachusetts, 2 vols.....	Hawks.....121,122
" Mesopotamia and Assyria.....	Frazer.....143
" Michigan.....	Lanman.....113
" Moors in Spain.....	Florian.....154
" New Hampshire, 2 vols.....	Hawks.....114,115
" New York, 2 vols.....	Dunlap.....109,110
" Nubia and Abyssinia.....	Russel.....146
" Palestine.....	Russel.....184
" Persia, Afghanistan, &c.....	Frazer.....183
" Poland.....	Fletcher.....82
" Polynesia.....	Russel.....188
" Rome.....	Goldsmith.....175
" Roman Republic, Abridged.....	Ferguson.....155
" Scandinavia, 2 vols.....	Crichton & Wheaton.....185,186
" Scotland, 2 vols.....	Scott.....205,206
" Spain and Portugal, 5 vols.....	Dunham.....211-215
" Switzerland from B. C. 110, to A. D. 1830.....207
" United States, 2 vols.....	Hale.....124,125
" Virginia.....	Hawks.....111
" the World, Sacred, 3 vols.....	Turner.....167-169
History, English, Beauties of.....	Frost.....192
" Modern, Elements of.....	Michelet.....108
" Universal, 6 vols.....	Tytler and Nares.....161-166
" Venitian, 2 vols.....189,190
Historical view of Progress of Discovery in North America.....	Tytler.....107
Housekeeping and Keeping House.....	Hale.....395
Hutton's Book of Nature.....	Blake, ed.....634
Hygiene, Anatomy and Physiology.....	Cutter.....561

I.

Iceland, Greenland and the Faroe Islands, History of.....135
" Journey to.....	Pfeiffer.....362
Iliad, Homer's, Translation of.....	Pope.....493
Indian Biography, 2 vols.....	Thatcher.....471,472
Indian Character, Traits of, 2 vols.....	Thatcher.....473,474
Inquiries on the Intellectual Powers.....	Abercrombie.....655
Insects, Natural History of, 2 vols.....674,675
Intellectual Philosophy, History of, 2 vols.....	Henry.....56,87
Isabel, or the Trials of the Heart.....412
Italy and the Italian Islands, History of, 3 vols.....	Spalding.....127-129
Italian Republics, History of.....	Sismondi.....201

J.

Japan and the Japanese, History of.....	Siebold.....134
Johnson, Samuel, Life of, 2 vols.....	Page.....449,450
Jones, John Paul, Life of, 2 vols.....	Mackenzie.....246,247
Josephine, Empress.....	Abbott.....264
Josephine, Empress of France, Life of.....	Memmes.....650
Journal of an Expedition to the sources of the Ni- ger, 2 vols.....	Lander.....601,602
Journey to Iceland.....	Pfeiffer.....362
Journey to Mount Ararat.....	Parrott.....252
Jurisprudence, Constitutional.....	Duer.....465
Juvenile Companion, Biographical Anecdotes of, &c.....	Blake.....661

K.

Keeping House and House Keeping.....	Hale.....	395
Knickerbocker's New York.....	Irving.....	495

L.

Landscape Gardening and Rural Architecture.....	Downing.....	323
Last of the Mohicans.....	Cooper.....	511
Lectures on Education.....	Mann.....	361
" Popular Education.....	Combe.....	40
" Poetry and General Literature.....	Montgomery.....	647
Letters on Demonology and Witchcraft.....	Scott.....	671
Letters to my Pupils.....	Sigourney.....	365
Letters on Philosophy, 2 vols.....	Euler.....	662,663
Letters to Young Men.....	Alcott.....	494
Life and Voyages of Columbus, 3 vols.....	Irving.....	497-499
Life of Alexander the Great.....	Williams.....	481
" Bruce.....	Head.....	461
" Oliver H. Perry, 2 vols.....	Mackenzie.....	447,448
" Goldsmith, 2 vols.....	Irving.....	445,446
" John Paul Jones, 2 vols.....	Mackenzie.....	246,247
" Josephine, Empress of France.....	Memes.....	650
" Mary, Queen of Scots, 2 vols.....	Bell.....	648,649
" Mary Queen of Scots.....	Abbott.....	266
" Mozart.....	Holmes.....	249
" Oliver Cromwell, 2 vols.....	Russell.....	194,195
" Peter the Great.....	Barrow.....	147
" George Canning.....	Bell.....	248
" Samuel Johnson, 2 vols.....	Page.....	449,450
" Washington, 2 vols.....	Paulding.....	443,444
Live and Let Live.....	Sedgwick.....	403
Lives of Female Sovereigns, 2 vols.....	Jameson, vid. F'm. S'v.....	430,431
" Ancient Philosophers, see Ancient Philoso.....	Cormack.....	144
" Signers of the Declaration of Independence.....	Dwight.....	223
Lost Colonies of Greenland, History of.....	Hawks.....	475
Louisiana, History of.....		112
Love Token for Children.....	Sedgwick.....	409
Life of Sir Isaac Newton.....	Brewster.....	455

M.

Madam Roland.....	Abbott.....	265
Magic, Natural.....	Brewster.....	635
Magic, Philosophy of, 2 vols.....	Salverto.....	234,235
Mahomet and his Successors, 2 vols.....	Irving.....	506,507
Man, Constitution of.....	Combe.....	654
Mann's Lectures on Education.....		361
Marie Antoinette.....	Abbott.....	268
Martyrs of Science, Galileo, Kepler, Tycho Brahe....	Brewster.....	467
Mary Queen of Scots.....	Abbott.....	266
Massachusetts, Common Schools of.....		547
" History of, 2 vols.....	Hawks.....	121,122
Mayflower.....	Stowe.....	408
Means and Ends or Self Training.....	Sedgwick.....	405
Mechanics, Applicat'n of Sci'ce to Practical Purposes.....	Renwick.....	669
" Familiar Illustrations of.....	Mosely and Renwick.....	672
Mechanic's Own Book.....	Pelkington.....	341
Mental Action Disordered.....	Upham.....	402
" Illumination or Improvement of Society.....	Dick.....	357
Merton and Sanford.....	Day.....	411
Mesopotamia and Assyria, History of.....	Frazer.....	143

	Library No.
Mexico, Conquest of, 3 vols.....	Prescott.....541-543
Michigan, History of.....	Lanman.....113
Modern British Plutarch.....	Taylor.....490
Mineralogy and Geology.....	Lee.....673
Modern History, Elements of.....	Michelet.....108
Mohicans, Last of the.....	Cooper.....511
Moors in Spain, History of.....	Florian.....154
Moral Feelings, Philosophy of.....	Abercrombie.....646
Morals of Manners.....	Sedgwick.....45
Moral Tales, 2 vols.....	Edgeworth.....384,385
Morality, Elements of, 2 vols.....	Whewell.....244,245
Mount Ararat, Journey to.....	Parrott.....252
Mozart, Life of.....	Holmes.....249
Mussulmans, Biblical Legend of the.....	Weil.....485
Mutiny of Ship Bounty and Discovery of Pitcairne Islands.....	Barrow.....145
My Early Days.....	Ferguson.....83

N.

Napoleon and his Marshals.....	Headley.....351
Napoleon's Expedition into Russia, 2 vols.....	Segur.....132,133
Narrative of Seaward's Shipwreck.....	Seaward.....606
Nature, Guide to the Study of.....	Mudie.....367
Nature, Hutton's Book of.....	Blake, Ed.....634
Natural History.....	Hawks.....85
Natural History of Birds.....	Rennie.....91
“ “ “ Insects, 2 vols.....	Rennie.....674,675
“ “ “ Selborne.....	White.....89
“ “ “ Quadrupeds.....	Rennie.....91
“ “ “ Elephant.....	Rennie.....90
Natural Magic.....	Brewster.....635
Natural Philosophy.....	Renwick.....84
Natural Philosophy, Familiar Illustrations of.....	Renwick.....392
Natural Theology, w'h L'd Brougham's not's, 2 vols..	Paley.....375,376
Needle Work, Hand Book of.....	Lambert.....328
Nelson, Lord.....	Southey.....93
Netherlands, Revolt of the.....	Schiller.....222
Newton, Sir Isaac, Life of.....	Brewster.....455
New Hampshire, History of, 2 vols.....	Hawks.....114,115
New Spirit of the Age.....	Horne.....482
New York, History of, 2 vols.....	Dunlap.....109,110
Nineveh and its Remains.....	Layard.....332
North American, Progress of Discovery in.....	Tyler.....107
Nubia and Abyssinia, History of.....	Russel.....146

O.

Orators of the Age.....	Francis.....483
Oliver Twist.....	Dickens.....327
Ornaments Discovered.....	Hughs.....421
Odyssey, Homer's, Translation.....	Pope.....492

P.

Painters and Sculptors, Distinguished, 3 vols.....	Cunningham.....468-470
Vol. I.....468
The Early Painters, William Hogarth,	Richard Wilson, Sir Joshua Reynolds,
Thomas Gainsborough.	
Vol. II.....469
Benjamin West, James Barry, William Blake,	John Ople, George Moreland, Edward Bird,
Henry Fuseli.	

Vol. III.....470

Grinling Gibbons, Caius Gabriel Cibber, Louis Francis Roubiliac,	Joseph Wilton, Thomas Banks, Joseph Nollekens,	John Bacon, Anne Damer, John Flaxman.
Palestine, History of.....	Russel.....	184
Parental Instructions.....		629
Patent Office Report for 1847.....		573
Pathfinder.....	Cooper.....	512
Peep at Number Five.....	Stuart.....	116
Perils of the Sea, Disasters and Shipwrecks.....		607
Perilous Adventures by Land and Sea.....	Davenport.....	613
Perry, Com. Oliver H., Life of, 2 vols.....	Mackenzie.....	447,448
Persia, Afghanistan, &c., History of.....	Frazer.....	183
Pern, Conquest of, 2 vols.....	Prescott.....	544,545
Peter the Great, Life of.....	Burrow.....	147
Philosophers, Ancient, Lives of.....	Fenelon, See Ancient Philosophers.	
Philosophy, Intellectual, History of, 2 vols.....	Henry.....	86,87
“ Letters on, 2 vols.....	Euler.....	662,663
“ Natural.....	Renwick.....	84
“ Natural, Familiar Illustrations of.....	Renwick.....	392
“ of Living.....	Ticknor.....	404
“ of Magic, 2 vols.....	Salvert.....	234,235
“ of Mystery.....	Dendy.....	486
“ of the Moral Feelings.....	Abercrombie.....	646
Physiology.....	Combe.....	391
Physiology, Anatomy and Hygiene.....	Cutter.....	561
Physiology and Animal Mechanism.....	Griscom.....	652
Physical Condition of the Earth.....	Higgins.....	369
“ Sciences, Connection of.....	Somerville.....	489
Pig.....	Youatt.....	331
Pilot.....	Cooper.....	520
Pioneer.....	Cooper.....	513
Pitcairn Islands, and Mutiny of Ship Bounty.....	Barrow.....	148
Plutarch's Lives, Translation of, 4 vols.....	Langhorn.....	96-99
Poets of Connecticut, (44).....	Everest.....	329
“ America, Selections from.....		633
Poetry and General Literature, Lectures on.....	Montgomery.....	647
Poland, History of.....	Fletcher.....	182
Polar Seas and Regions, Discoveries in.....	Leslie, Murray, Jameson.....	610
Polar Sea and Siberia, Expedition to.....	Wrangell.....	609
Political Economy.....	Potter.....	630
Polo, Marco's, Travels in China and the East.....		424
Polynesia, History of.....	Russel.....	188
Poor Rich Man and Rich Poor Man.....	Sedgwick.....	425
Popular Technology, 2 vols.....	Hazen.....	667,668
Portugal and Spain, History of, 5 vols.....	Dunham.....	211-215
Poultry Book, The American.....	Cock.....	681
Powers of the Soul over the Body.....	Moore.....	488
Practical Astronomy.....	Dick.....	209
Prairie.....	Cooper.....	514
Prairie Land.....	Farnham.....	250
Praise and Principle.....	McIntosh.....	646
Principles of Eloquence.....	Maury.....	631
“ Zoology.....	Agassiz and Gould.....	352
Private Laws of Connecticut, 2 vols.....		568,569
Progress of Discovery in North America.....	Tyler.....	107
Property and Labor.....	Leiber.....	628
Public Statutes of Connecticut.....		570
Pursuit of Knowledge under Difficulties, 2 vols.....	Craik.....	453,454

Q.

Quadrupeds, Natural History of.....	Rennie.....	91
Queen Elizabeth.....	Abbott.....	267

R.

Readers, Hand Book for.....	Potter.....	643
Receipt Book.....	Beecher.....	342
Red Rover.....	Cooper.....	515
Religion, Analogy of.....	Butler.....	382
Report of the Common Schools of N. Y.....	Young, Supt.....	571
Revolution, American, Tales of, 2 vols.....	Blake.....	102,103
Revolt of the Netherlands.....	Schiller.....	222
Revolution, American, Border Wars of, 2 vols.....	Stone.....	150,151
" Lossing's Field Book of.....		567
Rhode Island Institute of Instruction, Journal of, 3 vols.....	} Barnard.....	549-551
Rocky Mountains, Exploring Expedition to.....		
" " " Tour Beyond.....	Fremont.....	555
" " " " " Parker.....		39
Rollo Books, 14 vols.....	Abbott.....	61-74

Rollo Learning to Talk,
 " " " Read,
 " " " at Work,
 " " " Play,
 " " " School,
 " " " Vacation,
 " " " Museum,

Rollo's Experiments,
 " Travels,
 " Correspondence,
 " Philosophy, Water,
 " " Air,
 " " Fire,
 " " Sky.

Romance of Adventure.....		253
Rome, History of.....	Goldsmith.....	175
Roman and Grecian Antiquities.....	Salkeld.....	145
Roman Republic, History of, Abridg.....	Ferguson.....	155
Rosamond.....	Edgeworth.....	428
Ruins of Ancient Cities, 2 vols.....	Bucke.....	141,142
Rural Architecture and Landscape Gardening.....	Downing.....	323
Russia, Napoleon's Expedition into, 2 vols.....	Segur.....	132,133

S.

Sacred History of the World, 3 vols.....	Turner.....	167-169
Sanford and Merton.....	Day.....	401
Scandinavia, History of, 2 vols.....	Crichton and Wheaton.....	185,186
Scenery of the Heavens.....	Dick.....	373
Science and Art, Encyclopedia of.....	Brande.....	562
Science, Application of, to Practical Purposes.....	Renwick.....	669
" Advantages of.....	Potter.....	641
Scotland, History of, 2 vols.....	Scott.....	205,206
Scripture Biography, Adam to Jacob.....	Gallaudet.....	52
" " Moses, Part I.....	"	48
" " Moses, Part II.....	"	49
" " Joseph.....	"	53
" " Joshua.....	"	51
" " David to Saul.....	"	47
" " Ruth.....	"	50
Sculptors and Painters, Distinguished.....	See Painters and Sculptors.....	
Seaward's Narrative of Shipwreck and Discovery of the Caribbean Sea.....	} Taylor.....	606
Self-Training for Young Women.....		
Shakespeare's Complete Works, 2 vols.....	Sedgwick.....	405
Shipwreck, Narrative of.....	Seaward.....	606
Siberia and the Polar Sea, Expedition to.....	Wrangell.....	609

	Library No.
Sidereal Heavens.....	Dick.....372
Signers of the Declaration of Independence, Lives of.....	Dwight.....223
Sketch Book.....	Irving.....496
Sketches of the Life and Writings of Oliver Goldsmith, Revised.....	Irving.....505
Slate and Blackboard Exercises.....	Alcott.....43
Soul over the Body, Powers of.....	Moore.....488
Son of a Genius.....	Hofland.....422
Sources of the Niger, Journal Expedition to, 2 vols.....	Lander.....601,602
Spain, Moors in, History of.....	Florian.....154
Spain and Portugal, 5 vols.....	Dunham.....211-215
Spectator, Selections from, 2 vols.....370,371
Spy.....	Cooper.....521
Stories for Young Persons.....	Sedgwick.....626
Stories to teach me to think.....	Stone.....82
Suffer and be Strong, or a year with the Franklins.....	Cate.....686
Sunny Side.....	Stuart.....81
Swiss Family, Robinson, 2 vols.....441,442
Switzerland, History, from B. C. 110 to A. D. 1830.....207

T.

Tales of American Revolution, 2 vols.....	Blake.....102,103
Tales of a Traveler.....	Irving.....501
Tales from American History, 3 vols.....	Robbins.....104-106
Technology Popular, 2 vols.....	Hazen.....667,668
Temper and Temperament.....	Ellis.....208
The American Democrat.....	Cooper.....41
“ Poultry Book.....	Cock.....681
The Constitution of the United States, with Alphabetical Analysis, the Declaration of Independence, &c.....	Hickey.....355
The Cousins.....	McIntosh.....413
The District School as it was.....	Barton.....42
The Fairy Book Illustrated.....	Adams.....343
The School, Part I. of the School and Schoolmaster.....	Potter.....334
The Schoolmaster, Part II.....335
The Teachers' Institutes.....	Fowle.....364
The Young Crusoe or the Shipwrecked Boy.....	Hofland.....423
The Young Sailor.....	Dana.....411
Theology, Natural, Class Book of.....	Gallaudet.....54
“ “ with Lord Brougham's notes, 2 vols.....	Paley.....375,376
Theory and Practice of Teaching.....	Page.....334
Thirty Years' War.....	Schiller.....210
Traits of Indian Character, 2 vols.....	Thatcher.....473,474
Travels in Africa.....	Mungo Park and others.....466
“ “ 2 vols.....	Lander.....601,602
“ “ America and Asiatic Russia.....	Humboldt.....603
Travels of Marco Polo.....	Murray.....424
Trees, Conversation about.....	Inman.....368
Trials, Criminal.....	Feurbach.....487
Trials of the Heart, or Isabel.....412
Tribute to Gallaudet.....	Barnard.....326
Twin Brothers.....	Turner.....437
Two Admirals.....	Cooper.....519
Two Years before the Mast.....	Dana.....608

U.

Uncle Tom's Cabin or Life among the Lowly, 2 vols.....	Stowe.....216,217
Understanding, Conduct of the.....	Locke.....386

	Library No.
United States, History of, 2 vols.....	Hale124,125
“ “	Goodrich.....741
Universal History, 6 vols.....	Tytler and Nares.....161-166
Universal Pronouncing Gazetteer.....	Baldwin.....354
Use of the Body to the Mind.....	Moore.....221

V.

Vegetable Substances used for the Food of Man.....	95
Venetian History, 2 vols.....	189,190
Vicar of Wakefield.....	Goldsmith.....415
View of the Microscopic World.....	Brocklesby.....330
Virginia, History of.....	Hawks.....111
Voyages and Life of Columbus, 3 vols.....	Irving.....497-499
Voyages and Life of Drake, Cavendish and Dampier.....	462
Voyages, Cook's.....	Kippis.....605
Voyages for a North-west Passage, 2 vols.....	Parry.....463,464
Voyages of Discovery in the Arctic Regions, 1818-46.....	Barrow.....243
Voyage of a Naturalist around the World, 2 vols.....	Darwin.....241,242
Voyages round the World	604

W.

Washington, Life of, 2 vols.....	Paulding.....443,444
Waterwitch	Cooper.....517
Ways of the Hour.....	Cooper.....516
Wealth and Worth, or which makes the man.....	685
Wealth of Nations, Political Economy.....	Smith.....
Whale Fishery, Uncle Philip's, 2 vols.....	Hawks.....611,612
Who shall be Greatest.....	Howitt.....426
Wide, Wide World, 2 vols.....	Wetherell.....298,299
Will and the Way. or What is to be done.....	414
William the Conqueror.....	Abbott.....273
Wing and Wing.....	Cooper.....518
Witchcraft and Demonology, Letters on.....	Scott.....671
Woman an Enigma.....	McIntosh.....406
Woman in America.....	Graves.....624
Women of the Revolution, 3 vols.....	Ellet.....285-287
World, Sacred History of, 3 vols.....	Turner.....167-169

X.

Xerxes.....	Abbott.....263
Xenophon's Cyropedia, Translation of.....	Cooper.....394

Y.

Yankee Land and the Yankee.....	March.....344
Young, Counsels to.....	Nott.....666
Young Men, Letters to.....	Alcott.....494
Young Persons, Stories for.....	Sedgwick.....626
Young Women, Self-Training for.....	Sedgwick.....415

Z.

Zoology, Principles of.....	Agassiz and Gould.....352
-----------------------------	---------------------------

CATALOGUE

OF

EAST BERLIN LIBRARY,

ARRANGED ACCORDING TO AUTHORS.

Abbott, Jacob. Rollo Books.....	61-74
Charles First and Second.....	254,255
Hannibal.....	261
Cleopatra.....	262
Xerxes.....	263
Mary Queen of Scots.....	266
Queen Elizabeth.....	267
Alfred the Great.....	269
Cyrus the Great.....	270
Alexander the Great.....	271
Darius the Great.....	272
William the Conqueror.....	273
Julius Cesar.....	274
Abbott, John S. C. Empress Josephine.....	264
Madame Roland.....	265
Marie Antoinette.....	268
Abercrombie, John. Philosophy of the Moral Feelings.....	646
Inquiries on the Intellectual Powers.....	655
Adams, J. A. The Fairy Book Illustrated.....	343
Addison, Joseph. Selections from Articles by, in Spectator, 2 vols.....	370,371
Agassiz, Prof. L. and Gould, A. A. Principles of Zoology.....	352
Alcott, Wm. A. Slate and Blackboard Exercises.....	43
Letters to Young Men.....	494
Alden, Joseph. Elizabeth Benton.....	407
Armstrong, John. Agriculture and Gardening.....	670
Bacon, Lord Francis, and John Locke. Essays.....	386
Baldwin. Universal Pronouncing Gazetteer.....	354
Barnard, Henry. Journal of the R. I. Institute of Instruction, 3 vols....	549,550,551
Tribute to Gallaudet.....	326
On Normal Schools.....	548
Connecticut Common School Journal, 4 vols.....	581-584
Barrow, Sir John. Life of Peter the Great.....	147
Mutiny of Ship Bounty, and Discovery of Pitcairn Islands.....	148
Voyages of Discovery in the Arctic Regions, 1818-46.....	243
Beecher, Miss C. E. Receipt Book.....	342
Domestic Economy.....	353
Belknap, Jeremy. American Biography, 3 vols.....	621,622,623
Bell, Robert. Life of Right Hon. George Canning.....	248
Bell, Henry Glassford. Life of Mary Queen of Scots, 2 vols.....	648,649
Blake, J. L. Tales of American Revolution, 2 vols.....	102,103
(ed) J. Hutton's Book of Nature.....	634
Juvenile Companion, Biographical Anecdotes, &c.....	661
Brande, W. T. Encyclopedia of Science and Art.....	562

Brewster, Sir David. Life of Sir Isaac Newton.....	455
Natural Magic.....	635
Martyrs of Science—Galileo, Kepler, Tycho Brahe.....	467
Brocklesby, John. View of the Microscopic World.....	330
Bryant, Wm. Cullen, (ed.) Selections from the American Poets.....	358
Bucke, Rev. Charles. Beauties, Harmonies and Sublimities of Nature.....	366
Ruins of Ancient Cities, 2 vols.....	141,142
Buel, Jesse. Farmer's Instructor, 2 vols.....	683,684
Bunner, E. History of Louisiana.....	112
Burns, Robert. Poems.....	325
Burton, W. The District School as it was.....	42
Butler, Bp. Joseph. Analogy of Religion.....	352
Cate, Miss E. J. Suffer and be Strong, or a Year with the Franklins.....	686
Cavendish, Thomas, Dampier and Drake, Voyages and Life of.....	462
Cervantes, Don Miguel de. Don Quixote.....	546
Chambers, William and Robert. Papers for the People, 6 vols.....	345-350
" Robert (ed). Miscellany of Useful and Entertaining Knowl- edge, 10 vols.....	288-297
Chaptal, M. LeCompte de. Chemistry applied to Agriculture.....	94
Cock, M. R. The American Poultry Book.....	681
Combe, Andrew. Principles of Physiology.....	391
Combe, George. Lectures on Popular Education.....	40
Constitution of Man.....	654
Connecticut. Public Statutes of.....	570
Private Laws of, 2 vols.....	568,569
State Register for 1852.....	46
Cooper, Hon. Maurice Ashley. Translation of Xenophon's Cyropedia.....	394
Cooper, J. Fennimore. The American Democrat.....	41
Complete Works, 12 vols.....	510-521
Cormack, John. Lives of the Ancient Philosophers.....	144
Craik, Geo. L. Pursuit of Knowledge under Difficulties, 2 vols.....	453,454
Pictorial History of England, 4 vols.....	563-566
Crichton, Andrew, and Henry Wheaton. History of Scandinavia, 2 vols.....	185,186
Crowe, Eyre Evans. History of France, 3 vols.....	202,203,204
Cunningham, Allan. Distinguished Painters and Sculptors, 3 vols.....	468,469,470
Currie, James. Complete works of Robert Burns.....	325
Cutter, Calvin. Anatomy, Physiology and Hygiene.....	561
Dana, Richard H., Jr. Two Years before the Mast.....	608
Dana, Mrs. M. S. B. The Young Sailor.....	411
Dampier, William, Cavendish and Drake, Voyages and Life of.....	462
Darwin, Charles. Voyage of a Naturalist around the World, 2 vols.....	241,242
Davenport, R. A. Perilous Adventures.....	613
Davis, Sir John F. History of China and the Chinese, 2 vols.....	130,131
Day, Thomas. Sanford and Merton.....	401
Demosthenes. Orations Translated by Leland, 2 vols.....	389,390
Dendy, Walter C. Philosophy of Mystery.....	486
Dick, Thomas. Mental Illumination or Improvement of Society.....	387
Practical Astronomy.....	209
Sidereal Heavens.....	372
Scenery of the Heavens.....	373
Dickens, Charles. Oliver Twist.....	327
Downing, A. J. Fruit and Fruit Trees of America.....	333
Landscape Gardening and Rural Architecture.....	323
Drake, Sir Francis, Cavendish and Dampier, Voyages and Life of.....	462
Duer, W. A. Constitutional Jurisprudence.....	465
Dunham, S. A. History of Spain and Portugal, 5 vols.....	211-215
Dunlap, William. History of New York, 2 vols.....	109,110
Dwight, N. Lives of the Signers of the Declaration of Independence of U. S.....	223
Dwight, Theodore, Jr. History of Connecticut.....	123
History of the Hartford Convention.....	572

	Library No.
Edgeworth, Maria. Moral Tales, 2 vols.....	384,385
Rosamond.....	428
Ellet, Mrs. E. F. Women of the Revolution, 3 vols.....	285,286,287
Ellis, Mrs. Sarah. Temper and Temperament.....	208
Emerson, Geo. B. The School and the school Master, Part II.....	335
Euler, Leonard. Letters on Philosophy, 2 vols.....	662,663
Everest, Rev. C. W. Poets of Connecticut, (44) Lives of.....	329
Farnham, Mrs. Eliza W. Prairie Land.....	250
Fenelon, F. de S. de L. Abp. Lives of the Ancient Philosophers.....	144
Ferguson, Adam. History of Roman Republic, Abridged.....	155
“ Walter. My Early Days.....	83
Feurbach, Anslan R. Von. Remarkable Criminal Trials in Germany.....	487
Findlay, Alexander C. Ancient Atlas.....	585
Fletcher, James. History of Poland.....	182
Florian, M. History of the Moors in Spain.....	154
Follen, Charles, (ed.) Flowers of Fable.....	491
Fowle, William B. The Teachers' Institute.....	364
Francis, G. H. Orators of the Age.....	483
Franklin, Benjamin. Memoirs of, 2 vols.....	1,452
Frazar, James Baillie. History of Mesopotamia and Assyria.....	143
History of Persia, including Afghanistan, &c.....	183
Fremont, J. C. Exploring Expedition to the Rocky Mountains.....	555
Frost, John. Beauties of French History.....	193
Beauties of English History.....	192
Gallaudet, Rev. T. H. Child's Book on the Soul.....	54
Class Book of Natural Theology.....	55
Scripture Biography—Joseph.....	53
“ Adam to Jacob.....	52
“ Joshua.....	51
“ Ruth.....	50
“ Moses, part II.....	48
“ I.....	40
“ David and Saul.....	47
Gaylord, W. (and L. Tucker.) American Husbandry, 2 vols.....	652,653
Goldsmith, Oliver. History of Rome.....	175
History of Greece.....	181
Vicar of Wakefield.....	415
Gould, A. A. and Agassiz. Principles of Zoology.....	352
Graves, Mrs. A. J. Woman in America.....	624
Griscom, John H. Letters of Euler, 2 vols.....	662,663
Animal Mechanism and Physiology.....	682
Hall, Salma. History of the United States, 2 vols.....	124,125
Hale, Mrs. Sarah J. Keeping House and House Keeping.....	395
Halleck, Fitz Greene. Selections from the British Poets, (100) 2 vols.....	632,633
Hawks, C. S. History of Virginia.....	111
History of New Hampshire, 2 vols.....	114,115
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“ Lost Colonies of Greenland.....	475
Uncle Philip, Whale Fishery, 2 vols.....	611,612
Hawks, F. L. Natural History.....	85
Hazen, Edward. Popular Technology, 2 vols.....	667,668
Headley, J. T. Napoleon and his Marshals.....	351
Head, Sir F. B. Life of Bruce.....	461
Henry, C. S. History of Intellectual Philosophy, 2 vols.....	86,87
Hickey, W. ed. The Constitution of the U. S. with an Alphabetical Analysis.....	355
Higgins, W. M. Physical Condition of the Earth.....	369
Hoffand, Mrs. The Young Crusoe or the Shipwrecked Boy.....	423
Son of a Genius.....	422
Holmes, Edward. Life of Mozart.....	249
Horne, R. H. New Spirit of the Age.....	482

	Library No.
Howitt, Mary. Who shall be Greatest.....	426
Hughes, Mary. The Ornaments Discovered.....	421
Humboldt, Baron F. H. A. Von. Travels in America and Asiatic Russia.....	603
Inman, John. Uncle Philip—Conversation about Trees.....	368
Irving, Washington. Sketches of the Life and Writings of Oliver Goldsmith, 2 vols.....	445, 446
Complete Works, 15 vols.....	495-509
James, G. P. R. History of Charlemagne and Introductory View of France.....	191
History of Chivalry.....	187
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Johnson, James. Economy of Health.....	687
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Keppel, Capt. Henry. Expedition to Borneo.....	251
Keppis, A. D. D. Cook's Voyages.....	605
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Lambert, Miss. Hand Book of Needle Work.....	328
Lander, Richard and John. Travels in Africa.....	601, 602
Langhorne, John and Wm. Translation of Plutarch's Lives, 4 vols.....	96-99
Langman, Jas. H. History of Michigan.....	113
Layard, Henry Austin. Nineveh and its Remains.....	332
Lee, Charles A. Geology and Mineralogy.....	673
Leland, Thomas. Orations of Demosthenes, 2 vols.....	389, 390
Leiber, Francis. Property and Labor.....	628
" " Ed. Encyclopedia Americana, 14 vols.....	522-535
Leslie, Sir J.—Jameson and Murray. Discoveries in the Polar Seas and Regions.....	610
Lockhart, J. G. History of Napoleon Bonaparte, 2 vols.....	434, 435
Locke, John, Esq., and Bacon. Conduct of the Understanding.....	386
Lossing, Benson J. History of the Fine Arts.....	88
Field Book of the Revolution.....	567
Macgullivay, W. (ed.) Baron Humboldt's Travels in America and Asia.....	603
Mackenzie, Alexander Slidell. Life of Com. Oliver H. Perry, 2 vols.....	447, 448
Life of John Paul Jones, 2 vols.....	246, 247
Mann, Hon. Horace. Lectures on Education.....	361
March, Daniel. Yankee Land and the Yankee.....	344
Maury, Abbe. Principles of Eloquence.....	631
McFarlan, Charles. Pictorial History of England, 4 vols.....	563-566
McIntosh, Miss M. J. Conquest and Self-Conquest.....	410
The Cousins.....	413
Woman an Enigma.....	406
Praise and Principle.....	645
McVicar, Archibald. Expeditions of Capt. Lewis and Clarke to the head-waters of the Missouri, &c., 2 vols.....	664, 665
Memes, John S. Life of Josephine, Empress of France.....	650
Michelet, M. Elements of Modern History.....	108
Distinguished Men of Modern Times, 2 vols.....	432, 433
Montgomery, James. Lectures on Poetry and on General Literature.....	647
Moore, George. Use of Body to the Mind.....	221
Powers of the Soul over the Body.....	488
Mosely, Rev. H. and J. Renwick. Familiar Illustrations of Mechanics.....	672
Mudie, Robert. Guide to the Study of Nature.....	367
Murray, Hugh. Discoveries in the Polar Seas.....	610
Travels in China and the East.....	424
British America, 2 vols.....	152, 153
" and Wilson. Adventures in Africa.....	126
Nott, Eliphalet. Counsels to the Young.....	666
Olmsted, F. L. American Farmer in England.....	363

	Library No.
Page, D. P. Theory and Practice of Teaching.....	334
Page, Rev. Wm. P. Life of Samuel Johnson, 2 vols.....	449,450
Paley, William. Evidences of Christianity.....	374
Natural Theology, with Lord Brougham's Notes, 2 vols.....	375,376
Park, Mungo and others. Travels in Africa.....	466
Parker, Rev. Samuel. Exploring Tour beyond the Rocky Mountains.....	39
Parrott, Frederic. Journey to Mount Ararat.....	252
Parry, Capt. Sir W. G. Voyages for a North-west Passage, 2 vols.....	463,464
Paulding, James K. Life of Washington, 2 vols.....	443,444
Pfeiffer, Ida. Journey to Iceland.....	362
Pilkington, James. The Mechanic's Own Book.....	341
Pope, Alexander. Translation of Homer's Iliad.....	493
Translations of Odyssey.....	492
Potter, Alonzo, Bp. The School and School Master, Part I.....	335
Political Economy.....	630
Hand Book for Readers.....	643
Discourses upon the Advantages of Science.....	641
Prescott, Wm. S. Conquest of Mexico, 3 vols.....	541,542,543
Conquest of Peru, 2 vols.....	544,545
Rennie, John. Natural History of the Elephant.....	90
Natural History of Quadrupeds.....	91
" " " Birds.....	92
" " " Insects, 2 vols.....	674,675
Renwick, James, LL. D. Natural Philosophy.....	84
Familiar Illustrations of ".....	392
First Principles of Chemistry.....	393
Mechanic's Application of Science to Practical Purposes.....	669
Renwick, James and Rev. H. Mosely. Familiar Illustrations of Mechanics.....	672
Robbins, Miss Eliza. Tales from American History, 3 vols.....	104,105,106
Robertson, William, D. D., F. R. S. Abridged History of America.....	100
Charles V.....	101
Russel, Rev. Michael. History of Nubia and Abyssinia.....	146
History of the Barbary States.....	149
" Palestine.....	184
" Polynesia.....	188
Life of Oliver Cromwell, 2 vols.....	194,195
Russel, William. American School Reader.....	554
Salkeld, Joseph. Grecian and Roman Antiquities.....	145
Salverte, Eusebe. Philosophy of Magic, 2 vols.....	234,235
Schmidt, H. J. Education.....	642
Schiller, Frederick. Thirty Years' War.....	210
Revolt of the Netherlands.....	222
Scott, Sir Walter. History of Scotland, 2 vols.....	205,206
Letters on Demonology and Witchcraft.....	671
Sedgwick, Miss Catharine M. Facts and Fancies.....	44
Morals of Manners.....	45
Live and Let Live.....	403
Means and Ends, or Self-training.....	405
Love Token for Children.....	409
Poor Rich Man and Rich Poor Man.....	425
Stories for Young Persons.....	626
Segur, Philip de. Napoleon's Expedition into Russia, 2 vols.....	132,133
Shakespeare, William. Complete Works, 2 vols.....	321,322
Siebold, P. F. Von. History of Japan and the Japanese.....	134
Sigourney, Mrs. L. H. Letters to my Pupils.....	365
Sismondi, J. C. L. History of the Italian Republics.....	201
Smith, Adam. Wealth of Nations—Political Economy.....	644
Smith, Horatio. Festivals, Games, &c., of all Countries and Times.....	459
Somerville, Mary. Connection of the Physical Sciences.....	93
Southey, Robert. Lord Nelson.....	127,128,129
Spalding, William. History of Italy and the Italian Islands, 3 vols.....	127,128,129

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Stone, William L.	Border Wars of American Revolution, 2 vols.....	150,151
Stowe, Mrs. H. B.	The May Flower.....	408
	Uncle Tom's Cabin.....	216,217
Stuart, Harriet.	Sunny Side.....	81
	Peep at Number Five.....	116
Taylor, Miss Jane—Porter.	Modern British Plutarch.....	490
	Sir Edward Seaward, Narrative of Shipwrecks and Discoveries } in the Caribbean Sea.....	606
Thatcher, B. B.	Indian Biography, 2 vols.....	471,472
	Traits of Indian Character, 2 vols.....	473,474
	Tales of the American Revolution.....	
Thompson, James B.	Higher Arithmetic.....	553
Tieknor, Caleb.	Philosophy of Living.....	404
Tucker, L. and W. Gaylord.	American Husbandry, 2 vols.....	652,653
Turner, Sharon.	Sacred History of the World, 3 vols.....	167,168,169
	Twin Brothers.....	427
Tytler, Patrick Frazer.	Historical View of the Progress of Discovery in } North America.....	107
Tytler, Alexander Frazer, and Nares.	Universal History, 6 vols.....	161-166
Upham, Thomas C.	Disordered Mental Action.....	402
Weil, G.	Biblical Legends of the Mussulmans.....	485
Wetherell, Elizabeth.	Wide, Wide World, 2 vols.....	298,299
Wheaton, Henry, and Crichton.	Scandinavia, 2 vols.....	185,186
Whewell, William.	Elements of Morality, 2 vols.....	244,245
White, Gilbert.	Natural History of Selborne.....	89
Williams, Rev. J.	Life of Alexander the Great.....	481
Wilson—and H. Murray.	Adventures in Africa.....	126
Wood, Alphonzo.	Class Book of Botany.....	38
Wrangell, Admiral F.	Expedition to Siberia and the Polar Sea.....	609
Young, William.	The Pig.....	331
Young, Samuel.	Report of Supt. of Common Schools in N. Y.....	571

C I R C U L A R .

*To the Acting School Visitor or Visitors, or to the Board of
Visitors in the several School Societies.*

YOUR coöperation is respectfully solicited in the following particulars :

1. The undersigned proposes to publish in a series of numbers, an account of the condition of the common schools in each school society in the state, so far as the same can be gathered from the annual reports of school visitors to this department for the last three years. If you have any reports which have not been forwarded, you will confer a favor, by forwarding the same immediately ; and in case a report* was not submitted by the acting visitor or board of visitors for 1851, or 1852, you are respectfully requested to prepare and forward an account of your schools without delay. The publication will commence in January. One copy of each number will be sent to each board of visitors, and the undersigned will be glad to supply any number of copies for distribution in any society, at just one-half the cost of publication. In one instance arrangement has already been made to obtain a sufficient number of copies to supply every family in the society.

2. An arrangement has been made with the editors of most of the newspapers issued in this state, to publish a series of articles to be prepared from the official reports and communications of school visitors to this department, exhibiting the present condition and prospects of our common schools. You can materially aid in this enterprise, by communicating immediately to the undersigned in a brief and pointed manner, your views as to the present condition of the schools, and the best plans for improving the same—specifying in

* A single cross (X) in red ink on the envelope, or at the head of this circular, indicates that there is no report on file in this office for 1852 ; two marks (XX) indicate that no reports were received either for 1851 or 1852, and three marks, (XXX) that no reports were received for 1850, 1851 or 1852.

all cases whatever improvements have been made, or are now under discussion.

3. The undersigned is preparing for publication, an edition of the laws of the state relating to schools and the education of children—with such decisions as have been given by our higher court, or opinions expressed by this department on any controverted point.

A copy of the laws has been sent to each board of visitors, with figures in the margin indicating the provisions on which the undersigned proposes to append some remarks. If you have had doubts about the construction of these, or any other provisions, you are respectfully requested to communicate the same, with the conclusion to which you have come, and on which you now act.

4. You are requested to make in your official visits to the schools, memoranda of their present condition in the particulars specified in the accompanying blank, and to communicate the results to this department at the close of your official year.

HENRY BARNARD,

SUPERINTENDENT OF COMMON SCHOOLS.

HARTFORD, Dec. 21st, 1852.

RETURN respecting the Public Schools in District No.

for Term commencing

18 and ending

18

I.—NAME, SIZE, POPULATION AND PECUNIARY RESOURCES OF THE DISTRICT.

Local or neighborhood name,

Territorial extent or size of district, length

breadth

Number of families residing in district

"	"	engaged in agriculture	trade or shop-keeping	mechanic shops
"	"	" factories or mills	navigation	
"	"	" clergymen	lawyers	physicians

Number of inhabitants of all ages

Do. between 5 and 15

" Voters

Do. tax-paying Voters

Amount of State and Town money actually expended during the present year

" of valuation of taxable property, in the district,

" money raised *by tax* during the present year, on property of district,
to purchase or build school-house, site, &c.

" to repair or furnish old house,

" to purchase maps, globes, and other apparatus,

" to purchase library,

" for wages of teachers, for teacher's board, for fuel,

Aggregate amount of money raised *by tax on the property* of the district, during the year, for all purposes,

Aggregate amount raised by rate, or tuition-bill, for teacher's wages and board, fuel, and other purposes, during the year,

Amount given by individuals for any purpose during the year,

Amount received from income of any land or fund, during the year,

Aggregate amount of money expended for all purposes for the school year, ending

II.—SCHOOL-HOUSE.

Place where the School is kept—in school-house,

in building built or used for other purposes,

Date when the school-house was built,

first cost,

When last thoroughly repaired,

and at what expense,

By whom now owned, by district	proprietors,
Furnished with a suitable play-ground	and out building
Material and condition of the building—material	condition, (good, ordinary, bad,)
Provided with scraper, mat, water-pail and cup,	sink, basin, and towel,
" " old broom, for feet,	pegs, hooks, or shelves, broom and dust-brush,
Number of school-rooms, and size of each,	length, width, height,
Arrangements for desks,	
" seats,	
" ventilation,	
" warming,	
Provided with wood-shed, or shelter for fuel,	shovel and tongs, &c. thermometer,
Provided with bell, with globe,	with clock, hand-bell for teacher.
Do. with blackboard, the size, (if any,)	Do. with map of Connecticut,
Do. with outline maps,	Do. with geometrical solids.

III.—ATTENDANCE, LENGTH OF SCHOOL TERM.

No. of families who sent children to the School—belonging to District,
 Do. " " from out of the District,
 No. of scholars, of all ages, registered during term—belonging to District, boys, girls,
 Do. " " from out of the District, boys, girls,
 No. of scholars over 15 years of age, boys, girls, Do. under 5 years, boys, girls,
 Length of School-term in half days, weeks, months, (4 weeks.)
 No. of scholars who attended *three fourths* of the term and more, *one half*,
 Do. " " *less than one half* *less than one fourth*,
 Average daily attendance of the School during the term,
 No. of scholars belonging to the District who attended school in other districts, or towns,
 No. of children, over 4 and under 16 years of age, who attended no school, public or private, during the term.

IV.—STUDIES AND CLASSES.

No. of scholars who commenced this term in Alphabet,
 Do. who attended during the whole term to Primer or Spelling-Book, exclusively,
 No. of scholars in Spelling, (not including scholars in Spelling-Book exclusively, No. of classes in
 No. of scholars in Reading, (not including scholars in Spelling-Book,) No. of classes in,
 No. of scholars in Geography, No. of classes in, No. who draw maps,
 No. of scholars in Grammar, No. of classes in,
 No. of scholars in History of the United States, No. of classes in,
 No. of scholars in General History, No. of classes in,
 No. of scholars in Etymology, or analysis of language, No. of classes in,
 No. of scholars in Definitions, No. of classes in,

No. of scholars in Mental Arithmetic,	No. of classes in,
No. of scholars in Written Arithmetic,	No. of classes in,
No. of scholars attending to Penmanship,	No. of classes in,
No. of scholars in Book-Keeping,	No. of classes in,
No. of scholars in Algebra,	No. of classes in,
No. of scholars in Geometry,	No. of classes in,
No. of scholars in Natural Philosophy,	No. of classes in,
No. of scholars in Physiology,	No. of classes in,
No. of scholars attending to Drawing,	Do. Composition,
Do. " Declamation,	Do. who engage in Vocal Music,
No. of scholars in other studies, specifying the same,	
No. of scholars <i>not</i> provided with all books necessary in the studies pursued by them,	
Do. <i>not</i> provided with a slate,	

V.—BOOKS.

Name of each kind of Text-Book used in the School, and the number of copies of each kind,

Dictionary,

Primer,

Spelling-Book,

Reading,

Penmanship and Book-Keeping,

Mental Arithmetic,

Written Arithmetic

Geography,

Grammar,

History,

Other studies.

VI.—TEACHER.

Name and age of teacher,

Place (*town and state*,) of birth,

Do. do. do. residence,

Date of certificate, and by whom signed,

Number of terms, or years of experience as a teacher in any school,

Do

do.

in this school before the present term,

Compensation per month, in money. Aggregate amount in money for term.

Is the teacher boarded by the District, in addition to his money wages?

Or, does he board himself out of his wages?

Arrangement for board—board round At one place,

If boarded by District, the amount paid, in money, for board,

VII.—SUPERVISION, OR VISITATION.

Number of visits from District Committee, From School Visitors,

Do. from Acting Visitor,
from Parents and others, (not school officers,)

VIII.—PRIVATE SCHOOLS, LYCEUMS, &c.

Number and grade of Private or Select School kept in the District during the term,

Number of pupils attending, Rate of Tuition per term,

Name of any Lyceum, Debating Society, or Library, with date of establishment, number of members, books, &c.

IX.—NAMES OF OFFICERS OF THE DISTRICT.

District Committee,

Clerk,

Treasurer,

Collector,

